

MEMORANDUM

TO: Research Advisory Committee Members

FROM: Mark J. Morvant, P.E.
Associate Director, Research and Technology Transfer

DATE: March 21, 2007

SUBJECT: Research Problem Statement Review

You have been appointed to serve on the Research Advisory Committee. A meeting has been scheduled for Tuesday, April 17, 2007 from 9:30 a.m. to 2:30 p.m. in Room 175 at TTEC. The purpose of the meeting is to review and prioritize the top rated research problem statements which have resulted from the research problem identification committee selection process. Each of the enclosed statements was deemed to be important to the department and to have implementation potential.

At the meeting, each problem statement will be introduced by either the RPIC Chair or the corresponding LTRC Manager. A limited discussion will follow prior to rating the problem statement. In order to prioritize these statements you will be asked to rate each problem statement with respect to importance and implementation potential. Upon consolidation of the RAC's ratings, LTRC will incorporate the priority list in the 2007-2008 Work Program.

We anticipate the meeting will last about four hours including a working lunch. Please read the problem statements prior to the meeting to be prepared for the discussion. If you are not able to attend, but would like to be represented, please recommend a replacement so that we may forward the information.

Your participation in the process is greatly appreciated.

cc: Mr. Harold "Skip" Paul